



Increasing Profits, Expanding Possibilities and Building Farms for Tennessee's Future!

Since 2005 the Tennessee Agricultural Enhancement Program (TAEP) has supported agriculture in Tennessee by providing cost share funds for long term investments in Tennessee's livestock and farming operations. Participation in this program has allowed producers to maximize farm profits, adapt to changing market situations, improve operation safety, increase farm efficiency and make positive economic impacts in their communities.

TAEP is a direct result of the State of Tennessee's continued commitment to supporting farm development and Tennessee's agricultural community.

2009 Producer Cost Share Opportunities

- Cattle Genetics
- Livestock Equipment
- Verified Incentive Program
formerly the Feeder Cattle Incentive Program
- Hay Storage
- Livestock Feed Storage
- Grain Storage
- Producer Diversification



Application Guide

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Cost Share Maximums

Program	Eligible Industry	35% Standard Producer	50% Master Producer
Cattle Genetics	Cattle	\$1,200 Max	\$1,200 Max
Livestock Equipment	Cattle, Goats/Sheep	\$3,500 Max	\$3,500 Max
Verified Incentive Program	Pre-Conditioned and Age and Source Verified	\$15 Per Head	\$750 Maximum Per Producer
Hay Storage	Cattle, Goats/Sheep, Hay	\$7,500 Max	\$7,500 Max
Livestock Feed Storage	Cattle, Goats/Sheep, Poultry, Swine	\$10,000 Max	\$10,000 Max
Grain Storage	Corn, Soybeans, Wheat, Other	\$15,000 Max	Not Available
Producer Diversification	Agritourism Honey Bees Organics Viticulture	\$10,000 Max	\$15,000 Max
	Aquaculture Fruits and Vegetables Horticulture Value-Added Products	\$10,000 Max	Not Available



Application and Reimbursement Schedule

Producer Programs	Application Period	Anticipated Approval Announcements	Reimbursement Deadlines
Cattle Genetics	June 1 – July 1, 2009	Starting August 1, 2009	May 1, 2010
Livestock Equipment	June 1 – July 1, 2009	Starting August 1, 2009	December 1, 2009
Verified Incentive Prog.	July 1, 2009 – June 30, 2010		June 30, 2010
Hay Storage	June 1 – July 1, 2009	Starting August 1, 2009	May 1, 2010
Livestock Feed Storage	June 1 – July 1, 2009	Starting August 1, 2009	December 1, 2009
Grain Storage	June 1 – July 1, 2009	Starting August 1, 2009	May 1, 2010
Producer Diversification	June 1 – July 1, 2009	Starting September 1, 2009	May 1, 2010

Incomplete applications or applications postmarked or received before June 1, 2009 will be returned.

Eligibility Requirements

Basic Eligibility Requirements

- Must be Tennessee residents and operate a farm or agribusiness located in Tennessee.
- Must be 18 years of age as of application date.
- Infrastructure must be built on applicant owned land located in Tennessee.
Livestock equipment can be located on leased land.
- Must have the ability and financial capacity to complete the project.
- Applicants cannot combine projects with other applicants.



Additional Requirements for Livestock Producers

Premises Registration: applicants with livestock must register their premises with the Tennessee Department of Agriculture (TDA). Applicants can register their livestock premises at Farm Service Agency, UT Extension, Farm Bureau or Tennessee Farmers Co-op locations. Premises registration forms and instructions are also available online at www.TN.gov/agriculture/enhancement or by calling 615-837-5189. **Important** – the applicant's name must match either the primary or secondary name listed on premises account.

Standard Producer (35% Cost Share)

Beef and Pork Producers must have current Beef Quality Assurance Certification (BQA) and/or Pork Quality Assurance Certification (PQA). Poultry and Goat/Sheep producers are excluded from this requirement.

BQA is a two-hour educational course on cattle management and care sponsored by the Tennessee Cattlemen's Association (TCA). Contact TCA for additional information on BQA classes at 615-896-2333, info@tncattle.org, www.tncattle.org or your local UT Extension office.

PQA is a two-hour educational course on swine management and care sponsored by the Tennessee Pork Producers Association (TPPA). Contact TPPA for additional information on PQA classes at 615-274-6533 or tnpork@tds.net.

Important – the applicant's name must match the name listed on BQA or PQA certification to be eligible for cost share.

Master Producer (50% Cost Share)

Producers must complete the educational class related to their operations; Master Beef Producer (MBP), Master Meat Goat Producer (MMGP) or three or more Tennessee Quality Milk Initiative Program (TQMI) modules prior to program reimbursement deadline. Master Producer certification is available for:

- **Cattle Genetics** – cattle producers taking MBP or TQMI
- **Livestock Equipment** – cattle or goats/sheep producers taking MBP, MMGP or TQMI
- **Hay Storage** – cattle, goats/sheep, or hay producers taking MBP, MMGP or TQMI
- **Livestock Feed Storage** – cattle or goat/sheep producers taking MBP, MMGP or TQMI
- **Producer Diversification** – beekeepers taking Master Bee

Visit www.utextension.utk.edu to find local UT Extension information. You can also find class schedules listed in the TAEP news at www.TN.gov/agriculture/enhancement.

Important – the applicant's name must match the name listed on class certification to be eligible for 50% cost share.

The TDA offers scholarships for participation in UT/TSU Extension's MBP, MMGP and/or TQMI programs.
Payments will be paid directly to UT/TSU.

- Master Beef Producer Scholarship - \$100
- Master Meat Goat Producer Scholarship - \$100
- Master Bee Scholarship - \$65
- TQMI Module - \$40 per session

TAEP Reserves the Right to:

- Reject any or all requests.
- Modify program criteria, approval and payment processes.
- Provide partial funding for specific activity components that may be less than the full amount requested.
- Require additional information from the applicant.
- Deny payments for projects that do not meet requirements.
- Make site visits relating to the performance of the activity before, during and after completion for a period of three years.
- Require applicants to repay funds if they fail to comply with all aspects of the cost share guidelines.

Application Rules

1. Applications must be hand-delivered or postmarked June 1 through July 1, 2009.
2. Faxed applications will not be accepted.
3. Incomplete applications or applications postmarked or received before June 1, 2009 will be returned.
4. Applicants may only submit one application A (page 15) for *Genetics, Livestock Equipment, Hay Storage, Livestock Feed Storage and Grain Storage* per premises or property, per household, per application period.
5. Applicants may only submit one application B (page 21) for *Producer Diversification* per premises or property, per household, per application period.
6. Applicants may apply for more than one cost share opportunity. However, applying does not automatically guarantee approval.
7. Cattle Genetics, Livestock Equipment, Hay Storage, Livestock Feed Storage and Grain Storage requests are processed on a first come, first served basis, using application A (page 15).
8. Producer Diversification requests are evaluated on a competitive basis by industry sector, using application B (page 21).
9. All certifications and educational courses must be current and in the name of the applicant to qualify.
10. Only items listed as eligible will be considered for cost share assistance.
11. Used equipment is not eligible for cost share reimbursement.
12. Minimum cost share reimbursement request is \$250 per program.
13. Cash receipts or receipts for in-kind services are not eligible. Proof of payment is required in the form of cancelled check (bank provided copies are acceptable), cashier's check, money order or credit receipt. **CASH RECEIPTS ARE NOT ACCEPTABLE.**
14. Receipts dated prior to June 1, 2009 are not eligible.
15. Applicant cannot purchase equipment, storage facilities, materials, labor, services or cattle genetics from a business where applicant participates in ownership. (Producer Cooperatives excluded)
16. Labor provided by applicant or their employees is not eligible for cost share reimbursement.
17. Projects must meet all state and local regulatory requirements.
18. Applicant will be notified in writing of approval or denial.
19. Reimbursement documentation must be postmarked or hand delivered by the reimbursement deadline. Allow 4-6 weeks for processing.
20. Failure to complete projects and utilize allocated funds can affect eligibility for future program participation.
21. Falsifying applications, invoices or other documents submitted to TDA may make producer and farm ineligible to participate in present and/or future TDA programs and may result in civil litigation or criminal prosecution.

A. Cattle Genetics

Livestock Minimum Requirements	Cost Quote	35% Cost Share Standard Producer	50% Cost Share Master Producer
Cattle - 30 Head (BQA Required)	Not Required	\$1,200 Max	\$1,200 Max

PROGRAM GOALS: Increase the marketability and reputation of Tennessee's cattle

GUIDELINES use application A, page 15 to apply

Eligible Items

Expected Progeny Differences (EPD) have changed for this application period.

1. Purchase or lease of a bull
2. Purchase of semen, artificial insemination (AI) products and/or payment for technician fees for artificial insemination
3. AI Training Certification

Requirements

Bull Ownership or Lease

- a) Ownership of purchased bulls must be maintained for a minimum of two successive breeding seasons not in the same year.
- b) Leased bulls can be leased for a minimum of 60 days up to one year.
- c) Maximum lease amount \$800 per lease (reimbursement amounts - \$400 for Master Producer, \$280 for Standard Producer).

Expected Progeny Differences (EPD) or Lifetime Net Merit (LNM)

- a) Beef: To qualify, a bull must meet 2 of the following 3 EPD criteria. *Breed criteria will be included in producer's approval packet and online at www.TN.gov/agriculture/enhancement:*
 1. Birth Weight or Calving Ease – Top 60 percent of breed
 2. Weaning Weight or Yearling Weight – Top 60 percent of breed
 3. Maternal Milk – Must be within the range set by TDA Genetics Committee
- b) Dairy: Semen from AI sires must be from sires in top 20 percent for Lifetime Net Merit (LNM) for their breed or they must meet the following criteria:
 1. Holstein - Type and Production Index (TPI) of 1673 or higher
 2. Jersey - Jersey Performance Index (JPI) 156 or higher
 3. Brown Swiss - Progressive Performance Ranking (PPR) of 130 or higher
 4. All other dairy breeds - Must be in the top 20 percent for LNM or the top 20 percent for their respective breed index. Semen from bulls of dairy breeds in other countries used for crossbreeding should be from bulls in the top 20 percent for their country's main breed index.
 5. Natural service bulls - Bull's sire must meet the criteria for LNM or the appropriate breed index listed in sections 1, 2, 3, 4, during the year they are used. For natural service bulls, there are no restrictions on the dam. Natural service bulls must also pass a breeding soundness exam to qualify.

Breeding Soundness Evaluation (BSE)

- a) Bulls purchased/leased must pass a BSE. A BSE certificate from a licensed and accredited veterinarian must be included with reimbursement request.
- b) Must be dated within 90 days of purchase or reimbursement.

Electronic Identification (15 digit number)

- a) The producer will identify each bull purchased and/or leased with an electronic identification tag and provide the number to TDA.
- b) Tags can be purchased at most local farm supply stores or your local veterinarian.

Artificial Insemination (AI)

- a) The cost of accredited AI technicians or veterinarian's fees for AI services is eligible. AI technicians must be affiliated with an accredited AI company.
- b) Producers who have been certified to do AI through an accredited program (e.g., Genex, ABS or Select Sires, etc) can do their own AI work. *Producer labor is not reimbursable.*
- c) Cost of semen, synchronization supplies and other AI supplies are eligible for cost share reimbursement.

AI Certification

- a) Training must be sponsored by an AI company that is accredited by the National Association of Animal Breeders (NAAB).
- b) Minimum of 2 days training required, part of which must be in a classroom environment.
- c) Maximum reimbursement for AI certification is \$200.

Ineligible Items

1. Producer time and labor for AI work will not be reimbursed
2. Embryo transfer
3. Semen Tank, see *Livestock Equipment* (page 6)
4. Herd Evaluation



B. Livestock Equipment

Livestock Minimum Requirements	Cost Quote	35% Cost Share Standard Producer	50% Cost Share Master Producer
Cattle - 30 Head (BQA required) Goats/Sheep - 50 Head	Not Required	\$3,500 Max	\$3,500 Max

PROGRAM GOALS: Improve long term livestock management capabilities and enhance farm safety

GUIDELINES use application A, page 15 to apply

A. Eligible Items Dairy, Beef, Goats/Sheep

- | | | |
|---------------------------------------|---|--|
| 1. Commercial head gate | 6. Crowding tub and gate | 11. Loading chute |
| 2. Squeeze chute (concrete to level)* | 7. Hoof trimming table or chute | 12. Slant bar hay feeding wagon |
| 3. Palpation cage | 8. Single animal scale (concrete to level)* | 13. Feed bins – min. capacity/4 tons, only purpose is on farm storage of animal feed, including concrete pad*, labor is not eligible |
| 4. Holding chute/alleyway | 9. Semen tank (cattle only) | |
| 5. Curved or offset working chute | 10. Hay ring/cone insert | |

B. Dairy Only Items Dairy producers can also purchase items listed in section A.

- | | | |
|---|--|---|
| 1. Headlock stanchions | 9. Vacuum gauges | 12. Milking equipment service contract ³ |
| 2. Catch lanes | 10. Holding pen maximum size 9,000 sq. ft. | 13. Antibiotic test kits for on farm use ⁴ |
| 3. Commercial water heater ¹ | a) Lumber | 14. Milk quality lab analyses |
| 4. Water sterilization equipment | b) Gates | 15. Bunk feeders |
| 5. Plate exchanger for cooling | c) Panels | a) Concrete formed |
| 6. Milk vacuum pump | d) Piping or guard rails (must be new) | b) Steel |
| 7. Milker pulsation equipment | e) Concrete for setting posts* | 16. EID, portable or panel readers |
| 8. Vacuum system regulators | 11. Milk pipeline system ² | |

C. Verified Incentive Program (VIP) Only Items, see page 7 for VIP information, VIP producers can also purchase items listed in section A.

- | | | |
|-------------------------------|--|--|
| 1. Creep feeder and/or panels | 3. Automatic cube pellet feeders | b) Gates |
| 2. Bunk feeders | 4. EID, portable or panel readers | c) Panels |
| a) Concrete formed | 5. Weaning/holding pen max. size 9,000 sq. ft. | d) Piping or guard rails (must be new) |
| b) Steel | a) Lumber | e) Concrete for setting posts* |

D. Goats/Sheep Only Items Goats/Sheep producers can also purchase items in section A.

- | | | |
|--|--|---|
| 1. Kidding/lambing pen, max. size per pen, 144 sq. ft. (12x12) | b) Gates | e) Concrete for setting posts* |
| a) Lumber | c) Panels | 2. Fitting stand/hoof trimming table or chute |
| | d) Piping or guard rails (must be new) | 3. Tilt/roll table |

Ineligible Items

- | | | |
|---|--|--|
| 1. Used equipment | 6. Gravel | 11. Hoof trimmers |
| 2. Labor of any type | 7. Woven wire, barbed wire, high tensile, electric fence | 12. Delivery charges |
| 3. Plastic feed bunks/troughs | 8. Concrete, except where noted by (*) | 13. Watering systems - contact Soil Conservation District in your county for cost share assistance with livestock waterers/fencing |
| 4. Hay un-rollers | 9. Eartags, taggers or software | 14. Gravity wagons |
| 5. Overhead coverings or roofing materials for working facilities/equipment | 10. Fuel | |



¹ Water heaters must be capable of maintaining a water temperature of 165 degrees

² Includes but not limited to automatic washer/sanitizing unit, clean in-place unit, washers, milker claws (units), vertical wash vat

³ Milking Equipment Service Contracts must be no longer than a 12 month period

⁴ Cow-side tests including incubator or heater block and test kits

* Concrete allowed on these items only, labor is **not** included

C. Verified Incentive Program (VIP) *formerly the Feeder Cattle Incentive Program*

Who is eligible for VIP only items? (page 6)

- Producers who meet all basic VIP requirements
- Producers who have sold Pre-Conditioned, Age and Source cattle from July 1, 2008 - December 1, 2009

Participation in TAEP's VIP program is not required.



Maximum value can be obtained for pre-conditioned, age and source verified feeder cattle by marketing truck load lots of uniform and high quality calves. It provides prospective buyers with assurance as to the vaccination program, farm of origin, as well as the maximum age of calves qualifying for international markets.

*By participating in the Verified Incentive Program,
producers will be eligible for \$15/head
up to a maximum of \$750/fiscal year
July 1, 2009-June 30, 2010, as funds are available.*

The TAEP Verified Incentive Program is designed to encourage TN producers to increase their marketing opportunities by participating in both a (1) Pre-conditioning program and a (2) USDA Approved Age and Source Verification program. Participation is voluntary.

(1) A pre-conditioning program consisting of:

- A 45 day minimum weaning period where cattle are well adjusted to feed bunks and water tanks
- Dehorning
- Castrating
- Two rounds of respiratory vaccinations (IBR, BVD, PI3 and BRSV). One round of shots must be modified live.
- Two rounds of 7 or 8 way Blackleg
- Treatment for internal and external parasites

(2) The USDA Approved Age and Source Verification program is voluntary and administered by the United States Department of Agriculture (USDA). This program is a beneficial marketing tool as it provides consumers with the assurance of consistent agricultural products by verifying the age and source of cattle.

PROGRAM GOAL: Increase the value and marketability of Tennessee feeder cattle

GUIDELINES

Basic Applicant Requirements

1. Producer must be a Tennessee resident and operate a farm/agribusiness in Tennessee
2. Premises must be registered with the TDA
3. BQA certification
4. Enrolled in an approved USDA Age and Source Verification Program, a listing of approved USDA programs can be located at www.usda.gov.
5. Participate in a documented pre-conditioning program

Reimbursement Requirements: *Participating producers assume responsibility for reimbursement paperwork, unless selling through an approved PVP sale hosted by a TN Chartered Livestock Market. Private Treaty Information sheet can be found at www.TN.gov/agriculture/enhancement under Verified Incentive Program.*

1. Producer name
2. Producer USDA PVP or QSA number
3. Producer Premise account number
4. Copy of EID numbers
5. Birthdate(s) - group or individual
6. Pre-conditioned form - signed and complete
7. Sales receipt
 - a. Seller's information (name/address/phone)
 - b. Buyer's information (name/address/phone)
 - c. # of head sold
 - d. Sale date

For more information on VIP call 1-800-342-8206, email vip.feederattle@TN.gov, contact the Tennessee Livestock Network, the Tennessee Cattlemen's Association, your local UT Extension office or local livestock market.

D. Hay Storage

Livestock/Acreage Minimum Requirements	Cost Quote	35% Cost Share Standard Producer	50% Cost Share Master Producer
Cattle - 30 Head (BQA Required) Goats/Sheep - 50 Head Hay - 50 Acres	Required	\$7,500 Max	\$7,500 Max

PROGRAM GOALS: Improve quantity and nutritional quality by using proper storage and management

GUIDELINES use application A, page 15 to apply

Eligible Items

- New structures and additions to existing structures with no more than 3 walls
 - New structures must be a minimum size of 900 square feet. A loft or 2nd level will not be considered in the total square footage of the structure.
 - Minimum height – 14 feet high clearance for new structures and additions
 - Use of structure must be for hay storage only
- Site Preparation - site must be well drained; cost of elevated pad construction is eligible, *clearing of land is not eligible*
- Roof - metal, shingles, or a polymer coated fabric (e.g., Cover- All, Clear Span, Super Structure, etc.)
- Flooring - recommended but not required; 4- 6 inches of gravel on geotextile fabric is eligible for cost share
- Labor conducted by a contractor; **reimbursement for labor cannot exceed 30% of total reimbursement.** *Labor provided by applicant or their employees is not eligible.*

Requirements (additional requirements page 9)

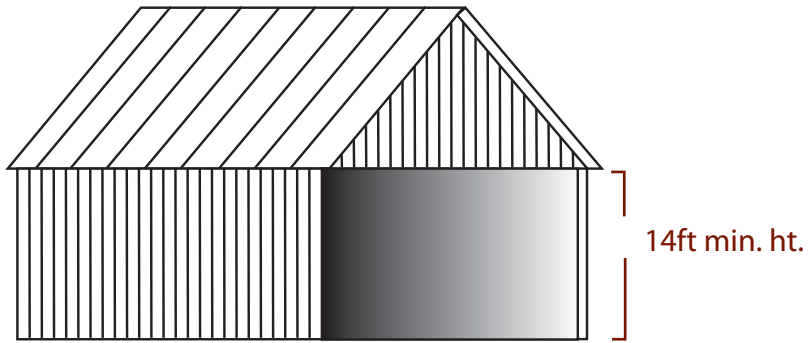
- Cost Quotes** - application must include a project budget with cost quotes from each vendor. Each cost quote needs to include the name, address and phone number of contractor or supplier. **Cost quotes must be on company letterhead or signed by company representative.** The budget provided will determine the exact amount of cost share allocated for the project. See Project Budget Work Sheet (page 13).
- Hay storage structures must conform to the minimum requirements and guidelines of the University of Tennessee Extension Service. These guidelines are available at county UT Extension offices or online at www.TN.gov/agriculture/enhancement under Hay Storage.
- Infrastructure must be built on applicant owned land.

Ineligible Items

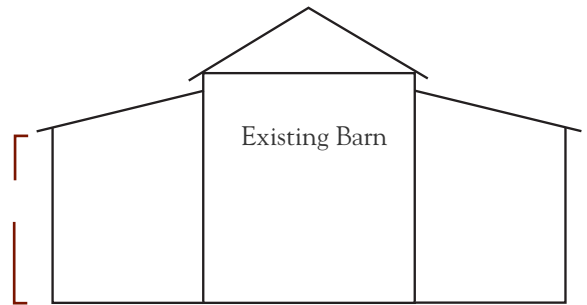
- Cost of clearing land
- Renovations of existing structures
- Labor provided by applicant or their employees
- Concrete flooring
- Completely enclosed buildings - *no more than three walls*
- Doors - *walk through and drive through*
- Used materials are not eligible for reimbursement but can be utilized



Hay Storage Examples

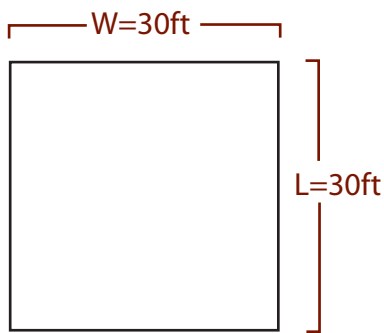


New Structure

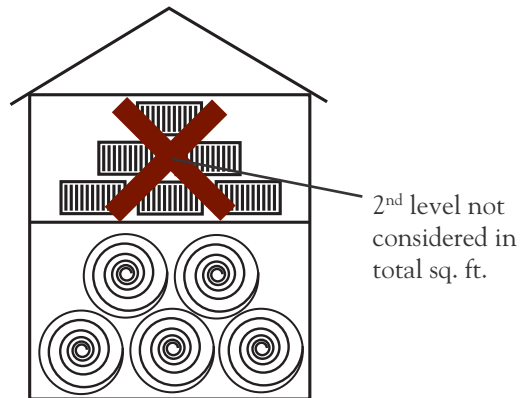


Additions to existing structure

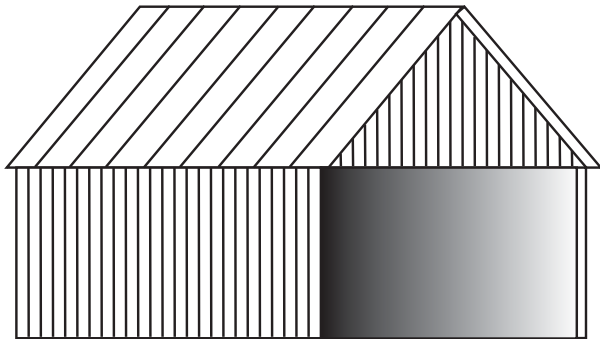
Minimum Size – 900 sq. ft., *new structures only*
length (ft.) x width (ft.) = sq. ft.



Example: 30 ft. x 30 ft. = 900 sq. ft.



Completely Enclosed Buildings are not eligible.



At least one side/end must be completely open.

E. Livestock Feed Storage

Livestock Minimum Requirements	Cost Quote	35% Cost Share Standard Producer	50% Cost Share Master Producer
Cattle - 100 Head (BQA Required) Goats/Sheep - 150 Head Broilers - 10,000/yr Layers - 5,000/yr Swine - 100 Head (PQA Required)	Required	\$10,000 Max	\$10,000 Max

PROGRAM GOALS: Improve long term feed storage, cost efficiency and feed quality

GUIDELINES use application A, page 15 to apply

Eligible Items

- Mixer Wagons and Grinder/Mixers** - equipment directly used to mix and/or grind hay, grain and other supplements for feed
- Hay Wrappers** - machinery used for the wrapping of hay for use as haylage
- Commodity Shed** - eligible structures include those used for storage of bulk raw commodities, including whole grains and co-products used in a mixing process to produce feed (see page 11 for min. requirements)
- Silage Baggers** - machinery used for the bagging or debagging of silage
- Silos** - ground and upright for storage of silage
- Labor** - labor conducted by a contractor, or the supplier for construction of infrastructure and installation of new equipment; **reimbursement for labor cannot exceed 30% of total reimbursement.** Labor provided by the applicant or their employees is not eligible.

Dairy Only Items

- Stationary milk tanks
- Generators for dairy barn

Poultry and Swine Only Items

- Generators for poultry or swine barn
- Feed bins - any bin that has a minimum capacity of 4 tons and its only purpose is for on farm storage of animal feed

Requirements additional requirements page 11

- Cost Quotes** - application must include a project budget with cost quotes from each vendor. Each cost quote needs to include the name, address and phone number of contractor or supplier. **Cost quotes must be on company letterhead or signed by company representative.** The budget provided will determine the exact amount of cost share allocated for the project. See Project Budget Work Sheet (page 13).
- Commodity shed quotes** must include blueprint, floor plan or detailed drawing of proposed shed.
- Applicants cannot be reimbursed for the same type of equipment or item in two consecutive program years.
- Infrastructure must be built on applicant owned land.

Ineligible Items

- Feed bins for cattle and goats/sheep, see *Livestock Equipment* (page 6)
- Bins that will be used for storage of bulk commodities not directly used for feed
- Skid steers and attachment implements for existing equipment
- Plastic used in bagging or wrapping procedures
- Grain elevators or other equipment used to load or unload bins or silos
- Grain/gravity wagons
- Commodity sheds used for storage of materials other than bulk raw commodities (e.g., hay and commercial mixed feeds)
- Renovations of existing structures and equipment
- Used equipment
- Labor provided by applicant or their employees
- Completely enclosed commodity sheds - *no more than 3 exterior walls*
- Doors - *walk through and drive through*
- Installation of electrical service to equipment



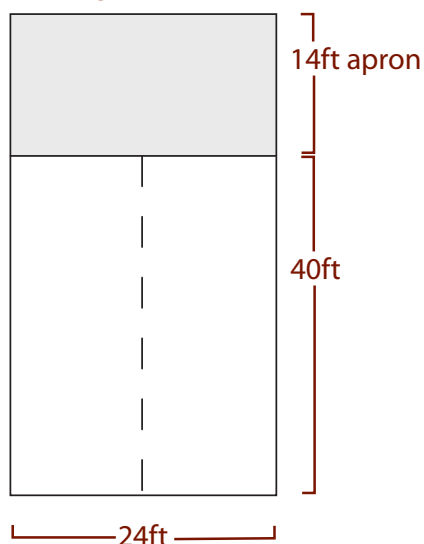
Commodity Shed Examples

Minimum Specifications

1. No more than 3 EXTERIOR walls, *completely enclosed buildings are not eligible*
2. Structure must have at least 4 reinforced INTERIOR walls, 4 ft. min. ht.
3. Minimum 14 ft. concrete apron
4. Bays – 2 or more
5. Concrete floor
6. Minimum 960 sq. ft.
7. Minimum height requirements:
 - Monoslope Roof – 18 ft. front
 - Gable Roof – 16 ft.

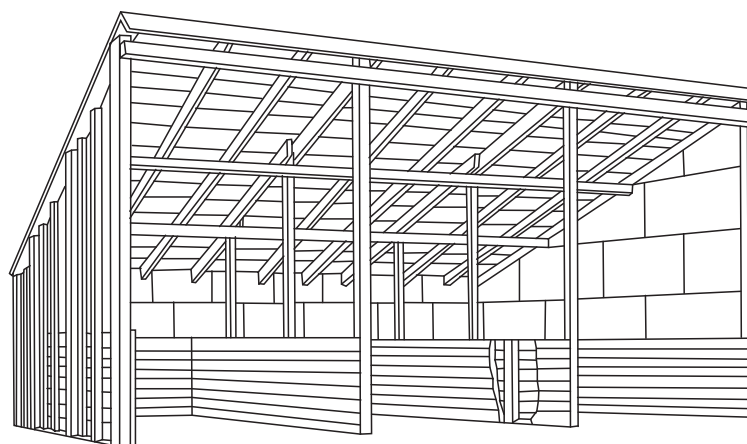
Minimum Size 960 sq. ft.

TOP VIEW



length (40 ft.) x width (24 ft.) = 960 sq. ft.

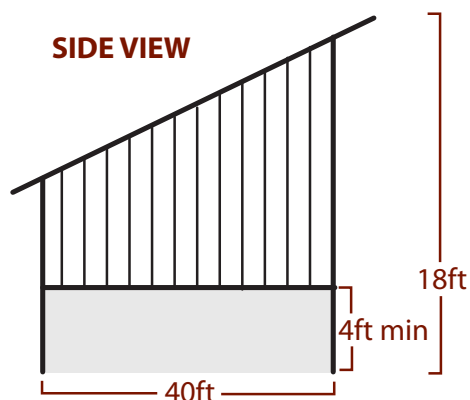
UT Plan T4138



<http://Bioengr.ag.utk.edu/extension/extpubs/plans/T4138.pdf>

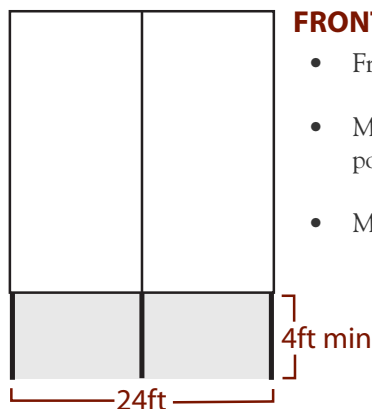
Monoslope Roof

SIDE VIEW



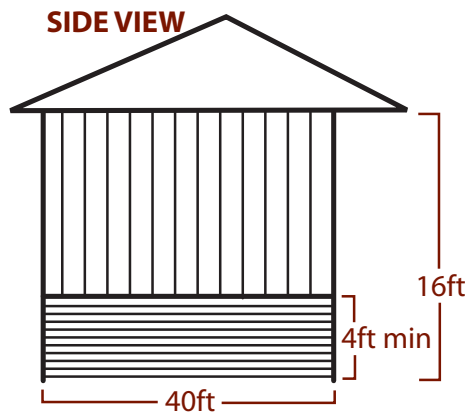
FRONT VIEW

- Front – must be completely open
- Monoslope roof with reinforced walls, poured concrete or boards/planks
- Minimum of 2 bays



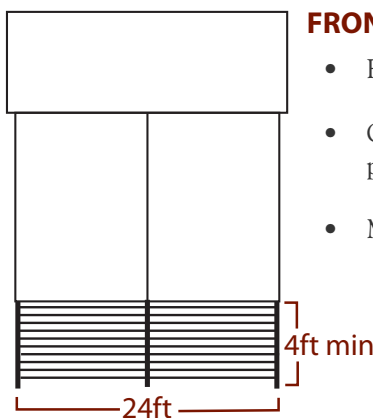
Gable Roof

SIDE VIEW



FRONT VIEW

- Front – must be completely open
- Gable roof with reinforced walls, poured concrete or boards/planks
- Minimum of 2 bays



F. Grain Storage

Acreage Minimum Requirements	Cost Quote	35% Cost Share Standard Producer	50% Cost Share Master Producer
100 Acres in crop production	Required	\$15,000 Max	Not Available

PROGRAM GOALS: Improve quantity, quality and marketing through proper storage and management

GUIDELINES *use application A, page 15 to apply*

Eligible Items

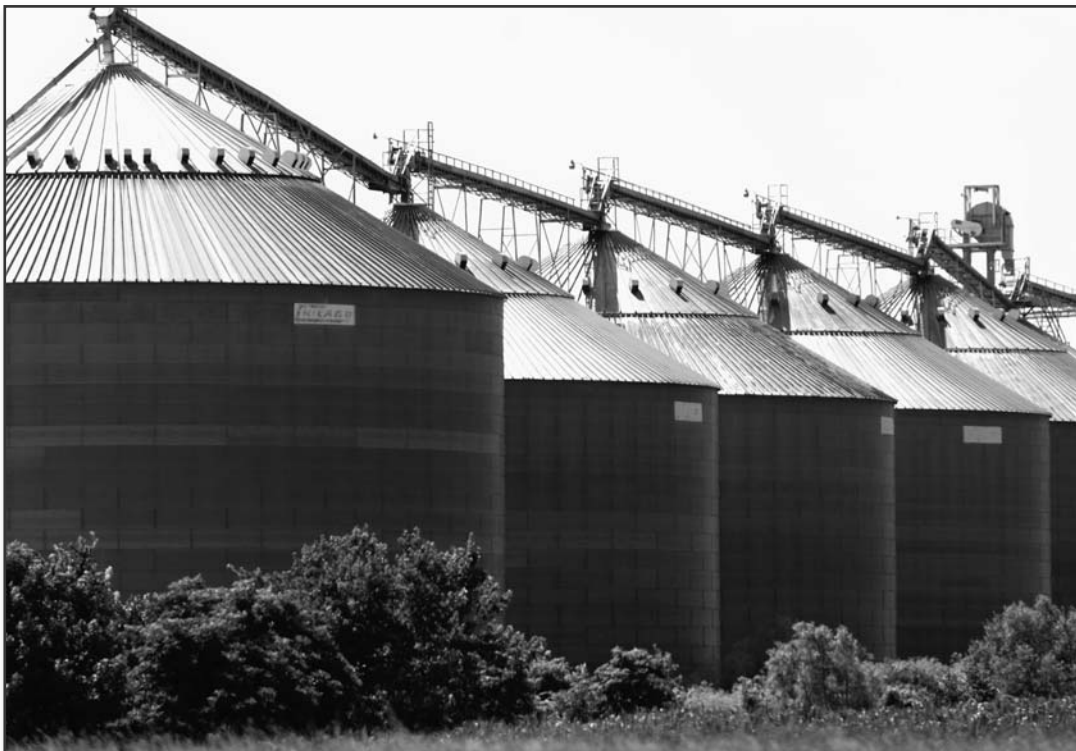
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|--|--|
| <ol style="list-style-type: none"> 1. New permanent bins – min. capacity of 10,000 bushels per bin 2. New permanently affixed equipment and accessories, necessary for proper and safe handling of grain, including drying and aeration components, conveyors and bin unload augers 3. Labor conducted by a contractor or the supplier for construction of new bins and installation of new equipment purchased through TAEP Grain Storage, reimbursement for labor cannot exceed 30% of total reimbursement. <i>Labor provided by the applicant or their employees is not eligible.</i> | <ol style="list-style-type: none"> 4. Portable bagging system 5. Grain vacuum 6. Transport auger 7. Site preparation, including concrete foundations, aprons, pads, and any associated labor and materials for construction of new bins and/or equipment purchased through TAEP Grain Storage. |
|--|--|

Requirements

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Cost Quotes - application must include a project budget with cost quotes from each vendor. Each cost quote needs to include the name, address and phone number of contractor or supplier. Cost quotes must be on company letterhead or signed by company | <p>representative. The budget provided will determine the exact amount of cost share allocated for the project. See Project Budget Work Sheet (page 13).</p> <ol style="list-style-type: none"> 2. Infrastructure must be built on applicant owned land |
|---|---|

Ineligible Items

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Grain/gravity wagons 2. Installation of electrical service to bins or equipment 3. Plastic used in bagging 4. Labor provided by applicant or their employees | <ol style="list-style-type: none"> 5. Any grain bin or grain handling equipment for commercial purposes 6. Renovations of existing structures and equipment 7. Used bins and equipment |
|--|---|



Project Budget Worksheet

Producer Name:

Circle Program
Worksheet Applies To:
One Worksheet Per Program

Livestock Feed
Storage

Hay
Storage

Grain
Storage

Sample Budget

Item Description	Source of Cost Quote	Cost	Cost Share %	Cost Share Request
60 x 40 x 16 Pole Barn w/ 2 side walls	Chick's Custom Construction 931-020-1011 *See attached written cost estimate	\$12,500.00	35%	\$4,375.00
Gravel - 5 loads	Davidson Stone Co. 615-000-2222 *See attached written cost estimate	\$625.00	35%	\$218.75
Total Amount of Cost Share Requested:				\$4,593.75

ACTUAL PROJECT BUDGET

Item Description <i>Length, Width, Height</i>	Source of Cost Quote <i>Include Vendor Contact Info</i>	Cost	Cost Share %	Cost Share Request
Total Amount of Cost Share Requested:				\$
1. List all items/activities necessary to complete project 2. Include contact information for source of cost quotes 3. Attach copy of written cost estimate from vendor for each item				

REQUIRED FOR APPLICATION A APPROVAL

Cattle Genetics, Livestock Equipment, Hay Storage, Livestock Feed Storage, Grain Storage

SUBSTITUTE W-9 FORM

REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

1. Please complete general information:

Taxpayer Name _____ Phone Number _____

Business Name (if applicable) _____

Address _____

City _____ State _____ ZIP Code _____

Reimbursement check will be mailed to this address.

2. Circle the most appropriate category below: (please circle only one)

- 1) Individual (not an actual business)
- 2) Joint account (two or more individuals)
- 3) Custodian account of a minor
- 4)
 - a. Revocable savings trust (grantor is also trustee)
 - b. So-called trust account that is not a legal or valid trust under state law
- 5) Sole proprietorship (using a social security number for the taxpayer ID)
- 6) Sole proprietorship (using a federal employer identification number for taxpayer ID)
- 7) A valid trust, estate, or pension trust
- 8) Corporation
- 9) Association, club, religious, charitable, educational, or other non-profit organization (for entities that are exempt from federal tax, use category 13 below)
- 10) Partnership
- 11) A broker or registered nominee
- 12) Account with the US Department of Agriculture in the name of a public entity that receives agricultural program payments
- 13) Government agencies and organizations that are tax-exempt under Internal Revenue Service guidelines (i.e., IRC 501(c)3 entities)

3. Fill in your taxpayer identification number below: (please complete only one)

1) If you circled number 1-5 above, fill in your Social Security Number.

____ - ____ - _____

2) If you circled number 6-13 above, fill in your Federal Employer Identification Number (EIN).

____ - _____

4. Sign and date the form:

Certification - Under penalties of perjury, I certify that the number shown on this form is my correct taxpayer identification number. If I circled category 13 above, I also certify that my agency or organization is tax-exempt per Internal Revenue Service guidelines and not subject to backup withholding.

Signature _____ Date _____

Title (if applicable) _____



2009 TAEP COST SHARE - APPLICATION A

FY09-10	Office Use Only – Date: Postmark or Hand-delivered		STARS:	YES	NO
PLEASE PRINT CLEARLY					
1. APPLICANT INFORMATION (Only One Application A per Application Period)					
Last Name:	First Name:	Middle Initial:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss	<input type="checkbox"/> SR <input type="checkbox"/> JR <input type="checkbox"/> Other	Social Security # <div style="border: 1px solid black; padding: 2px; display: flex; justify-content: space-between;"> </div> Or (only enter one) Federal Tax Identification # <div style="border: 1px solid black; padding: 2px; display: flex; justify-content: space-between;"> </div>
Farm Name:					
Producer Mailing Address (#1)			Producer Residential Address (#2)		
Street:			Street:		
City:			City:		
State: TENNESSEE		Zip:	State: TENNESSEE		Zip:
Home Phone:		Cell Phone:		E-mail Address:	
2. PREMISES INFORMATION Applicants with livestock must register their premises. Applicant name must match name (primary or secondary) listed on premises account. One application per premises or property, per household, per application period.					
Premises Acct #:		Farm Address (#3) – physical location of farm project Must match premises ID# listed			
Premises ID #:		Street:			
County where farm/project is located:		City:			
		State: TENNESSEE Zip:			
		<input type="checkbox"/> I own <input type="checkbox"/> I lease			
3. PERMIT NUMBERS These numbers are only required if you are a Dairy Producer OR if you qualify for the Verified Incentive Program category of the Livestock Equipment cost share.					
Dairy Permit #:			Process Verified Producer #:		
4. EDUCATIONAL INFORMATION Course/certification must be completed by applicant. Farm managers or spouses cannot be substituted. Master certification must be completed prior to program reimbursement deadline.					
Beef Quality Assurance – Required for CATTLE BQA Certification #'s must be renewed every two years			Pork Quality Assurance – Required for SWINE PQA Certification #'s must be renewed every three years		
<input type="checkbox"/> No <input type="checkbox"/> Yes		BQA Certification #	Expiration Date:	<input type="checkbox"/> No <input type="checkbox"/> Yes	
				PQA Certification #	
				Expiration Date:	
UT Master Beef Producer Required for 50% Cost Share			UT Master Meat Goat Producer Required for 50% Cost Share		
<input type="checkbox"/> No <input type="checkbox"/> Year Completed _____ <input type="checkbox"/> Plan to attend			<input type="checkbox"/> No <input type="checkbox"/> Year Completed _____ <input type="checkbox"/> Plan to attend		
County where course is held: _____			County where course is held: _____		
UT Quality Milk Program (Dairy) Required for 50% Cost Share					
<input type="checkbox"/> No <input type="checkbox"/> Year Completed _____ <input type="checkbox"/> Plan to attend Must complete 3 or more modules to be eligible for 50% cost share.					
CONTINUED					

Pages 14, 15 and 16 required for complete application

5. LIVESTOCK AND ACREAGE INFORMATION:											
Check type of livestock/acreage on your operation and LIST NUMBER OF HEAD OR ACRES in box below.											
<input type="checkbox"/> Beef	<input type="checkbox"/> Dairy	<input type="checkbox"/> Goats	<input type="checkbox"/> Sheep	<input type="checkbox"/> Broilers	<input type="checkbox"/> Layers	<input type="checkbox"/> Swine	<input type="checkbox"/> Hay	<input type="checkbox"/> Corn	<input type="checkbox"/> Soybeans	<input type="checkbox"/> Wheat	<input type="checkbox"/> Other
#hd	#hd	#hd	#hd	#hd	#hd	#hd	#hd	#ac	Total number of acres in crop production:		#ac

6. COST SHARE REQUEST SUMMARY

Important: Failure to utilize allocated funds can affect eligibility for future programs.

Program Check To Apply	Livestock/Acreage Minimum Requirements Must meet at least one requirement per program	Eligible Items	COST QUOTE with contact information	35% Cost Share Standard Producer	50% Cost Share Master Producer	Cost Share Requested	Office Use Only
Cattle Genetics <input type="checkbox"/> Yes <input type="checkbox"/> No	CATTLE – 30 HEAD	See Section A <i>page 5</i>	Not Required	\$1,200 MAX	\$1,200 MAX	\$	<input type="checkbox"/> A <input type="checkbox"/> D
Livestock Equipment <input type="checkbox"/> Yes <input type="checkbox"/> No	CATTLE – 30 HEAD GOATS/SHEEP – 50 HEAD	See Section B <i>page 6</i>	Not Required	\$3,500 MAX	\$3,500 MAX	\$	<input type="checkbox"/> A <input type="checkbox"/> D
Hay Storage <input type="checkbox"/> Yes <input type="checkbox"/> No	CATTLE – 30 HEAD GOATS/SHEEP – 50 HEAD HAY – 50 ACRES	See Section D <i>page 8</i>	Cost Quote Required with Application	\$7,500 MAX	\$7,500 MAX	\$	<input type="checkbox"/> A <input type="checkbox"/> D
Livestock Feed Storage <input type="checkbox"/> Yes <input type="checkbox"/> No	CATTLE – 100 HEAD GOATS/SHEEP – 150 HEAD BROILERS – 10,000/YR LAYERS – 5,000/YR SWINE – 100 HEAD	See Section E <i>page 10</i>	Cost Quote Required with Application	\$10,000 MAX	\$10,000 MAX	\$	<input type="checkbox"/> A <input type="checkbox"/> D
Grain Storage <input type="checkbox"/> Yes <input type="checkbox"/> No	GRAIN – 100 ACRES	See Section F <i>page 12</i>	Cost Quote Required with Application	\$15,000 MAX	Not Available	\$	<input type="checkbox"/> A <input type="checkbox"/> D

- I certify that all the information on this application is complete, true and factual to the best of my knowledge and belief.
- I understand that providing any false, fraudulent or misleading information may result in penalties and/or make this farm/tract ineligible to participate in present and/or future Tennessee Department of Agriculture programs.
- I also understand that failure to utilize allocated funds can affect eligibility for future programs.
- I have reviewed and understand all of the guidelines listed in this application booklet.

SIGN HERE

X _____
Producer Signature

Print Name

Date

TOTAL COST SHARE REQUESTED	\$
NO FAXES ACCEPTED	\$250 Minimum Request Per Program

Mail to:
Tennessee Dept. of Agriculture
Attn: TAEP FY09-10
P.O. Box 40627
Nashville, TN 37204

Applications must be hand-delivered or postmarked June 1 through July 1, 2009

Application A Check List

- ☐ I meet the eligibility requirements (page 3).
- ☐ I have listed my Premises ID (page 3). This is a requirement for applicants with livestock.
- ☐ The name on my application is either the primary or secondary name listed on my premises account.
- ☐ The name on my application is the same name that is listed on my BQA, PQA, Master Beef, Master Meat Goat and/or TQMI class documentation *if applicable*.
- ☐ I have the ability and financial capacity to complete requested project(s).
- ☐ I understand that failure to utilize allocated funds can affect eligibility for future program participation.
- ☐ I have completed all sections of the application. *It is very important to fill in all blanks and check the appropriate boxes when requested.*
- ☐ I have signed my application.
- ☐ I understand that I can only submit one application A per household, per premises or property, per application period.
- ☐ I have signed and included the Substitute W-9 form (page 14).
- ☐ I understand that my cost share reimbursement will be mailed to the address listed on my Substitute W-9 form.
- ☐ I am including my cost quote(s), including the source of the quote(s) and contact information, with my application A. Hay Storage, Livestock Feed Storage and Grain Storage programs REQUIRE a cost quote to be submitted with the application. *Cost quotes are not required for Livestock Equipment and Cattle Genetics.*
- ☐ I understand that the minimum cost share request per program is \$250.
- ☐ I have a copy of my application and support documentation for my records.



G. Producer Diversification Cost Share

Eligible Industry	Application Proposal	35% Standard Producer	50% Priority Area
Agritourism	Required for all	\$10,000 Max	\$15,000 Max
Honey Bees		\$10,000 Max	\$15,000 Max
Organics		\$10,000 Max	\$15,000 Max
Viticulture		\$10,000 Max	\$15,000 Max
Aquaculture		\$10,000 Max	Not Available
Fruits and Vegetables		\$10,000 Max	Not Available
Horticulture		\$10,000 Max	Not Available
Value-Added Products		\$10,000 Max	Not Available

PROGRAM GOALS

The goal of this program is to encourage agricultural producers to expand or improve their operations through the production of diversified agricultural products.

For purposes of this cost share program, diversified agricultural products are defined to include the following industry sectors: agritourism, aquaculture, honey bees, fruits and vegetables, horticulture, organics, value-added products and viticulture.

PRIORITY AREAS - Special Requirements for 50% Cost Share

Agritourism	<p>Must have attended (1) of the following conferences AND (1) of the following workshops – sponsored by TDA/UT – prior to reimbursement deadline.</p> <ul style="list-style-type: none"> Agritourism Conference (2007, 2008, 2009, 2010) Agritourism Workshop (2007, 2008, 2009) <p>Priority cost share only applies to the purchase of the following items:</p> <ul style="list-style-type: none"> Brochures Hand washing stations Handicap accessible areas Lighting – public areas Maps Parking areas – gravel or pavement Pavilions – educational Public address (PA) systems Restroom facilities Retail shelters Safe way areas Signs Web site development
Honey Bees	Completion of the UT Extension Master Bee Course prior to program reimbursement deadline. Submit copy of course certificate with application or reimbursement materials.
Organics	Must be USDA certified or working towards certification to qualify. Include copy of certification or letter from the certifying organization verifying that you are working towards certification. Must be certified at time of reimbursement.
Viticulture	<p>Applies only to the purchase of the specific varieties of grapes listed below and trellis materials needed for planting these specific varieties. <i>These specific varieties are proven viable in areas of Tennessee and have demonstrated demand through out of state (k) (6) waiver requirements per the Tennessee Grape and Wine Law.</i></p> <ul style="list-style-type: none"> Cabernet Sauvignon – grafted plants Chardonel Chardonnay – grafted plants Concord Seyval Sunbelt Traminette Trellis materials for planting these specific varieties

Producer Diversification Guidelines

Requirements

Producers can only receive one Producer Diversification cost share per premises or property per household per application period.

How to Apply

- Complete Application B (page 21) and prepare application proposal (see Section 5 of application).
 - a) The application questionnaire and budget must be typed in requested format.
 - b) **Applications will be evaluated on a competitive basis by industry sector.** TDA staff will conduct application reviews.
 - c) Only applications that are **complete** and include sufficient information will be considered for evaluation.
 - d) The application must merit financial support, clearly state objectives, provide a sound work plan and prove applicant expertise necessary to successfully complete project. An on-site visit or meeting may be required as part of the evaluation process.
- Complete Substitute W-9 Form (page 23) and submit with application materials.

Cost Share Activity

Proposed activities for cost share must demonstrate significant potential for **increasing farm income** through the **improvement** or **expansion** of farm or agribusiness operations involving the production of diversified agricultural products. In addition, proposed activities must:

- Be market driven and have a viable marketing plan.
- Establish something new, not substitute for on-going projects.
- Meet all state and local food safety and regulatory requirements.
- Produce long-term benefits.

FARM INFRASTRUCTURE

Installations that facilitate the production of diversified agricultural products. Infrastructure must be built on applicant owned land located in Tennessee. Activities must have a life span of at least three years. Labor is only reimbursable if quoted and performed by a contractor. **Labor is not eligible for reimbursement if performed by the applicant or their employees.**

Eligible Examples

- Greenhouses
- Retail shelters
- Pavilions
- Public use considerations – hand washing stations, lighting, parking areas, restroom facilities, safe way areas

Ineligible Examples

- Clearing of land and general landscaping
- Fencing
- General maintenance/renovations
- Barns, storage facilities, show facilities
- Permits
- Water source creation – ponds or wells

MARKETING

Promotional efforts that benefit the expansion or improvement of diversified agricultural operations. Emphasis is placed on activities that are innovative to the operation and/or have long-term benefits. It is recommended that marketing activities involve professional agencies/services. Trade shows are not eligible for funding unless they are part of a TDA program.

Eligible Examples

- Advertising – print, radio, television
- Brochures
- Direct promotions
- E-commerce and Web site development
- Maps
- Signs

Ineligible Examples

- Annual meetings/trade shows
- Community festivals
- Give-a-way promotional items
- General office equipment and supplies
- Web site hosting fees

SPECIALTY EQUIPMENT

Specialized tool or equipment that aids in the production of diversified agricultural products. Items must have a life span of at least three years. **Used equipment is not eligible.**

Eligible Examples

- Automated harvesters
- Chilling units/coolers
- Custom crushers
- Greenhouse heaters
- Spray and irrigation equipment

Ineligible Examples

- General motorized equipment – ATVs, forklifts, golf carts, mowers, tractors, trucks
- General inputs – fertilizer, fuel, operational supplies, pesticides, seed stock
- Used equipment

Examples of Eligible Cost Share Activity by Industry Sector

Additional cost share activity examples are available at www.TN.gov/agriculture/enhancement, see Producer Diversification

Agritourism

- Brochures
- Hand washing stations
- Handicap accessible areas
- Lighting – public areas
- Maps
- Parking areas – gravel or pavement
- Pavilions – educational
- Public address (PA) systems
- Restroom facilities
- Retail shelters
- Safe way areas
- Signs
- Web site development

Aquaculture

- Aerators
- Harvesting equipment
- Ponds (producing)

Honey Bees

- The proposed activity must encompass quality expansion or improvement of pollination or honey production.
- Apiaries must be registered with the State of Tennessee.
- Minimum requirements to participate: 3 years beekeeping experience and minimum of 5 existing colonies.

The only eligible items are:

- Apiary expansion
- Beehives
- Honey processing equipment
- Trailers for pollination service

Fruits and Vegetables

- Apple/peach liners for orchards
- Blackberry/blueberry/raspberry stock
- Freezer
- Greenhouse
- Irrigation
- Packing facility
- Plasticulture equipment
- Row covers
- Sprayers
- Walk-in cooler

Horticulture

- Greenhouse
- Greenhouse fan and heater
- Irrigation system
- Packing building
- Packing line equipment
- Potting wagon
- Sprayer

Organics

- Flail mower
- Greenhouse
- Hoop house
- Irrigation
- Roller crimper
- Spader



Value-Added Products

Must use Tennessee grown agricultural products as primary source

- Cold storage
- E-commerce development
- Loading dock
- Retail shelters
- Packaging equipment
- Processing equipment
- Web site development

Viticulture

- Chilling units
- Custom crushers
- Harvest bins
- Irrigation
- Mechanical harvesters
- Trellis materials
- Vine stock

Examples of Ineligible Items

- Arena – livestock
- Barn – livestock
- Building – lodging, show facility, storage
- Chemicals/Pesticides
- Concession stands
- Containers – bottles, pots
- Drip tape
- Electrical service
- Fees – membership, hosting, domain
- Fencing
- Fertilizer
- Fish stock – aquaculture
- Fuel
- Give-a-way items
- General inputs
- Ingredients
- Labor – applicant or employees of applicant
- Landscaping
- Land – clearing of
- Livestock
- Maintenance/renovations of existing structures
- Meeting expenses
- Merchandise
- Motorized equipment/vehicles
- Motorized amusement rides
- Office equipment/supplies
- Permits
- Plants
- Product development
- Property – purchase or debt payment
- Rent
- Salaries, wages, fringe benefits
- Seeds – produce, nursery, flowers, etc.
- Software
- Trade show expenses
- Trailers – livestock
- Used equipment
- Water source creation – ponds/wells
- Winemaking equipment

Producer Diversification Only
2009 TAEP COST SHARE - APPLICATION B

FY09-10	Office Use Only – Date: Postmark or Hand-delivered		STARS:	YES	NO																				
PLEASE PRINT CLEARLY																									
1. APPLICANT INFORMATION (Only One Application B per Application Period)																									
Last Name:	First Name:	Middle Initial:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss	<input type="checkbox"/> SR <input type="checkbox"/> JR <input type="checkbox"/> Other	Social Security # <table style="width: 100%; text-align: center;"> <tr> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> </tr> </table> Or (only enter one) Federal Tax Identification # <table style="width: 100%; text-align: center;"> <tr> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> <td style="border: 1px solid black; width: 30px; height: 20px;"></td> </tr> </table>																				
Farm Name:																									
Producer Mailing Address (#1)			Producer Residential Address (#2)																						
Street:			Street:																						
City:			City:																						
State: TENNESSEE Zip:			State: TENNESSEE Zip:																						
Home Phone:		Cell Phone:		E-mail Address:																					
2. PREMISES INFORMATION Applicants with livestock on their operation must register their premises. Applicant name must match name (primary or secondary) listed on premises account to be eligible. If you do not have livestock on your operation, write N/A in premises boxes and fill in farm address.																									
Premises Acct #:		Premises ID #:		Farm Address (#3) – physical location of farm project (must match premises ID# listed)																					
Do you own or lease the physical location of farm project?				Street:																					
<input type="checkbox"/> I own <input type="checkbox"/> I lease				City:																					
County where farm project is located:				State: TENNESSEE Zip:																					
3. Industry Sector Check sectors that apply only to your cost share request.																									
<input type="checkbox"/> Agritourism <input type="checkbox"/> Aquaculture <input type="checkbox"/> Honey Bees <input type="checkbox"/> Fruits & Vegetables <input type="checkbox"/> Horticulture <input type="checkbox"/> Organics <input type="checkbox"/> Value-added Products <input type="checkbox"/> Viticulture																									
4. Priority Areas Special requirements for 50% cost share.																									
Agritourism	Must have attended (1) conference AND (1) workshop, sponsored by TDA/UT, prior to reimbursement deadline. Check those attended or planning to attend. <div style="display: flex; justify-content: space-around;"> <div> Agritourism Conference <input type="checkbox"/> 2007 <input type="checkbox"/> 2008 <input type="checkbox"/> 2009 <input type="checkbox"/> 2010 </div> <div> Agritourism Workshops <input type="checkbox"/> 2007 <input type="checkbox"/> 2008 <input type="checkbox"/> 2009 </div> </div>																								
Honey Bees	Completion of UT Master Bee course prior to reimbursement deadline. Submit copy of course certificate with application or reimbursement. Check one: <input type="checkbox"/> Year Completed () <input type="checkbox"/> Plan to attend <input type="checkbox"/> Not participating																								
Organics	Must be USDA certified or working towards certification to qualify. Must be certified at time of reimbursement. List name and phone number of certifying organization below: 1. Name: _____ 2. Phone Number: () _____ 3. Attach copy of certification or letter from certifying organization verifying that you are working towards certification.																								
Viticulture	Applies only to the purchase of the specific varieties of grapes listed below and trellis materials needed for planting these specific varieties. <input type="checkbox"/> Cabernet Sauvignon <input type="checkbox"/> Chardonnay <input type="checkbox"/> Chardonnay <input type="checkbox"/> Concord <input type="checkbox"/> Seyval <input type="checkbox"/> Sunbelt <input type="checkbox"/> Traminette																								
CONTINUED																									

Pages 21, 22, 23 and application proposal required for complete application

5. Application Proposal Maximum of 5 pages in length. See page 19 for program guidelines.

1) Briefly describe your agricultural operation.

- Industry sector/type of business
- Years in business
- Number of employees - full, part-time, seasonal
- Acreage in production
- Sales volume – based on sales for the last 3 years (2006, 2007, 2008)
- Types of products produced – currently and previously
- Indicate any expansions or downsizing – past, present, future

2) If you have applied for TAEP cost share previously, list each cost share received in the format provided below.

Fiscal Year	Program	Project Description	\$ Allocated/\$ Paid
FY07-08	Producer Diversification	Greenhouse	\$ 5,600 / \$ 5,485

3) Describe your proposed cost share project(s).

- List each proposed project (e.g., greenhouse, retail shelter, sprayer, Web site)
- List projected increase in annual sales/income generated for the next three years as a result of your project(s)
- Explain how each project will improve or expand your operation
- Indicate whether you had help in planning this project from a county extension agent, industry expert, specialized group or association. List key individuals and their titles.

4) Outline the steps and time line for completing your project(s) by program deadline of 05/01/10.

5) Summarize your marketing plan for your diversified agricultural products.

- List how and where your products are or will be sold
- Specify marketing activities that are currently utilized in your operation (e.g., auctions/organized sales, brochures, e-commerce, print media, radio, signs, television, Web site, etc.)

6) Provide a detailed, line-item budget for each proposed project using the format presented below.

- Research all costs associated with project(s). List each item and its cost on a separate line. Provide either the source of the cost quote with a phone number or attach a written cost estimate from the vendor, with complete contact information for the vendor.
- Written cost estimates are required if projects are: large scale (e.g., greenhouse, retail shelter, restrooms), include many components (e.g., irrigation system), or involve labor.
- LABOR:** In order to be eligible for cost share reimbursement, labor must be quoted and performed by a contractor. Labor is NOT eligible for reimbursement if performed by the applicant or their employees.
- PRIORITY COST SHARE (50%)** - applicant must meet special requirements for priority cost (50%).
- The total amount of cost share requested cannot exceed the maximum of \$10,000 (35%) or \$15,000 (50%). Minimum request amount is \$250.

SAMPLE BUDGET FORMAT				
Item Description	Source of Cost Quote	Cost	Cost Share %	Cost Share Request
Greenhouse 16 x 95	See attached written cost estimate - JR Construction	\$7,800.00	35%	\$2,730.00
Sign – vinyl banner	FedExKinko's 615-771-7999	\$225.00	50%	\$112.50
Total Amount of Cost Share Requested:				\$2,842.50

- I certify that all the information on this application is complete, true, and factual to the best of my knowledge and belief.
- I understand that providing any false, fraudulent, or misleading information may result in penalties and/or make this farm/tract ineligible to participate in present and/or future Tennessee Department of Agriculture programs.
- I also understand that failure to utilize allocated funds can affect eligibility for future programs.
- I have reviewed and understand all of the guidelines listed in this application booklet.

SIGN HERE

X

Producer Signature

Print Name

Date

NO FAXES ACCEPTED

Include the following:

- Application B
- Written proposal
- Substitute W-9 Form B

Mail materials to:

TN Dept. of Agriculture
Attn: TAEP FY09-10
P.O. Box 40627
Nashville, TN 37204

Applications must be hand-delivered or postmarked June 1 through July 1, 2009.

REQUIRED FOR APPLICATION B APPROVAL

Producer Diversification

SUBSTITUTE W-9 FORM

REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

1. Please complete general information:

Taxpayer Name _____ Phone Number _____

Business Name (if applicable) _____

Address _____

City _____ State _____ ZIP Code _____

Reimbursement check will be mailed to this address.

2. Circle the most appropriate category below: (please circle only one)

- 1) Individual (not an actual business)
- 2) Joint account (two or more individuals)
- 3) Custodian account of a minor
- 4)
 - a. Revocable savings trust (grantor is also trustee)
 - b. So-called trust account that is not a legal or valid trust under state law
- 5) Sole proprietorship (using a social security number for the taxpayer ID)
- 6) Sole proprietorship (using a federal employer identification number for taxpayer ID)
- 7) A valid trust, estate, or pension trust
- 8) Corporation
- 9) Association, club, religious, charitable, educational, or other non-profit organization (for entities that are exempt from federal tax, use category 13 below)
- 10) Partnership
- 11) A broker or registered nominee
- 12) Account with the US Department of Agriculture in the name of a public entity that receives agricultural program payments
- 13) Government agencies and organizations that are tax-exempt under Internal Revenue Service guidelines (i.e., IRC 501(c)3 entities)

3. Fill in your taxpayer identification number below: (please complete only one)

1) If you circled number 1-5 above, fill in your Social Security Number.

_____ - _____ - _____

2) If you circled number 6-13 above, fill in your Federal Employer Identification Number (EIN).

_____ - _____

4. Sign and date the form:

Certification - Under penalties of perjury, I certify that the number shown on this form is my correct taxpayer identification number.
If I circled category 13 above, I also certify that my agency or organization is tax-exempt per Internal Revenue Service guidelines and not subject to backup withholding.

Signature _____ Date _____

Title (if applicable) _____

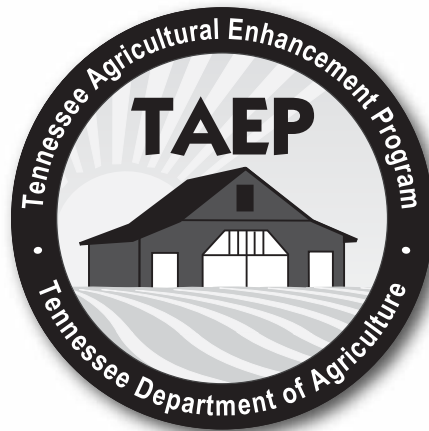
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